



DEPARTMENT OF WATER RESOURCES EXAMINATION ANNOUNCEMENT



The Department of Water Resources offers Equal Opportunity for all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

It is an objective of the State of California to achieve a drug-free State workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service and the special trust placed in public servants.

RESEARCH MANAGER III -GENERAL- DEPARTMENTAL PROMOTIONAL

FINAL FILING DATE	February 6, 2012 Examination Application form (STD 678 Rev. 6/2010) must be postmarked, or submitted in person , no later than the final filing date. Applications postmarked, personally delivered, or submitted via interoffice mail after the final filing date will not be accepted for any reason. <u>FAXED OR EMAILED APPLICATIONS WILL NOT BE ACCEPTED.</u>
WHO SHOULD APPLY	Applicants must have a permanent civil service appointment with the Department of Water Resources as of the final filing date, February 6, 2012; or Must be a current or former employee of the Legislature for two or more years as defined in Government Code 18990; or must be a current or former non-elected exempt employee of the Executive Branch for two or more consecutive years as defined in Government Code 18992; or must be a person retired from the United States military, honorably discharged from active military duty with a service-connected disability, or honorably discharged from active duty as defined in Government Code 18991.
HOW TO APPLY	You must complete the Examination Application form (STD 678 Rev. 6/2010) by the final filing date, February 6, 2012. <div><div>❖ MAILING ADDRESS: Department of Water Resources P.O. Box 942836 Sacramento, CA 94236-0001</div><div>❖ SUBMIT IN PERSON: Department of Water Resources 1416 9th Street, Room 320 Sacramento, CA 95814</div></div> DO NOT MAIL APPLICATIONS TO THE STATE PERSONNEL BOARD OR DEPARTMENT OF WATER RESOURCES' FIELD OFFICES. Applications are available at Department of Water Resources' (DWR) offices, the DWR website: www.water.ca.gov/jobs/currentexams.cfm , local office of the Employment Development Department, the State Personnel Board (SPB), and the SPB website: www.jobs.ca.gov .
IDENTIFICATION REQUIRED	Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.
SPECIAL TESTING ARRANGEMENTS	If you have a disability and need special testing arrangements, mark the appropriate box in Question 2 of the "Application for Examination". You will be contacted to make specific arrangements.
SALARY RANGE	\$6,779 - \$7,474
ELIGIBLE LIST INFORMATION	A departmental promotional eligible list will be established for the Department of Water Resources. The list will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.
EXAMINATION DATES	The entire examination will consist of a Qualifications Appraisal Interview. It is anticipated interviews will be held during March/April 2012.
REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	NOTE: All applicants must meet the minimum qualifications for this examination by the final filing date, February 6, 2012. Experience and education which provides ability to perform successfully as a Research Manager at the level for which application is made. (Those applications showing qualifications below the minimum listed below may be eliminated without further examination.) And Either I One year in the California state service performing pertinent research-related duties in a class with a level of responsibility equivalent to that of Research Manager II. Or II Five years of pertinent professional research experience above the trainee level which must have included responsibility for the determination of research design and method for a complete research project. (A Doctorate Degree in Economics, Psychology, Sociology, Geography, or a related research-oriented field may be substituted for two years of the required experience or a master's degree in a similar field to that described for the doctoral degree, may be substituted for one year of the required experience.) (Research experience in the California state service applied toward this pattern must include at least one year of experience in a class with a level of responsibility equivalent to Research Manager II.) And Graduation from college with any major but with extensive course work in economics, psychology, sociology, geography, or a related research-oriented field. This must include or be supplemented by at least six semester hours in statistical methods.

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

POSITION DESCRIPTION	<p>Incumbents in the Research Manager III (General) classification are required to perform any combination of general management and research duties listed in the Definition of Series. The depth of knowledge required in any one discipline is not as pronounced as found in other areas. This classification is most appropriate for those settings requiring a broad understanding of research or statistical methods, ability to manage analysts, and ability to synthesize data from a variety of disciplines. The general class requires an overall comprehension of management, research methodology, and statistical procedures.</p> <p><i>Positions exist in Sacramento with the Department of Water Resources.</i></p>
EXAMINATION INFORMATION	<p>This examination will consist of a Qualifications Appraisal Interview – Weighted 100.00%. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the interview. COMPETITORS WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED.</p>
SCOPE OF EXAMINATION	<p>Qualifications Appraisal Interview – Weighted 100.00%</p> <p>In addition to evaluating the competitor's relative abilities as demonstrated by quality and breadth of experience, emphasis in the supplemental application/examining interview will be on measuring competitively, relative to job demands, each competitor's:</p> <p>A. Knowledge of:</p> <ol style="list-style-type: none">1. Research methods and techniques.2. Public administration, including management and supportive staff services such as budget, personnel, program planning and evaluation, or related areas.3. Employee supervision, development, and training.4. Program management.5. Governmental functions and organization at the State and local level as they affect departmental research functions.6. Department's Equal Employment Opportunity objectives.7. A manager's role in the Equal Employment Opportunity and the processes available to meet equal employment opportunity objectives. <p>B. Ability to:</p> <ol style="list-style-type: none">1. Plan, organize and manage a research function.2. Reason logically and creatively and use a variety of analytical and research techniques to solve complex problems.3. Develop and evaluate alternatives.4. Analyze data and present ideas and information effectively.5. Consult with and advise administrators or other interested parties on a wide variety of subjects.6. Gain and maintain the confidence and cooperation of others.7. Review and edit written reports.8. Use interdisciplinary teams effectively in the conduct of studies.9. Manage a complex program.10. Establish and maintain project priorities.11. Develop and effectively use all available resources.12. Effectively contribute to the department's Equal Employment Opportunity objectives.

GENERAL INFORMATION

The Department of Water Resources reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

For any examination without a written feature it is the candidate's responsibility to contact the Recruitment and Selection Services Section of the Department of Water Resources, (916) 653-4838 three weeks after the final filing date if he/she has not received a progress notice.

Applications are available at Department of Water Resources' (DWR) offices, the DWR web site: www.water.ca.gov/jobs/currentexams.cfm, local office of the Employment Development Department, the State Personnel Board (SPB), and the SPB website: www.jobs.ca.gov

If you meet the requirements stated in this bulletin, you may take this examination, which is competitive. Possession of the requirements for admittance to the examination does not assure a place on the eligible list. All candidates who pass will be ranked according to their scores.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the classification.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, qualifications appraisal interviews are scheduled in Sacramento and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open eligible list. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin. In the case of continuous testing examinations, names are merged into the appropriate lists in order of final test scores (except as modified by veterans preference credits) regardless of the date of the test, and the resulting eligible lists will be used only to fill vacancies in the area shown on the bulletin.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device. California Relay Telephone Service for the Deaf or hearing impaired: from TDD phones: 1-800-735-2929 (TDD); 1-800-735-2922 (Voice)

For information regarding this examination, please contact Patrice Yang (916) 653-6330.

D/P (Rev. 1/12) (PNY)